



STATE OF MICHIGAN

RICK SNYDER  
GOVERNOR

MICHIGAN STATE HOUSING DEVELOPMENT AUTHORITY  
STATE HISTORIC PRESERVATION OFFICE

SCOTT WOOSLEY, CFA  
EXECUTIVE DIRECTOR

October 29, 2013

Dear Lighthouse Enthusiast:

The State Historic Preservation Office is pleased to announce the availability of fiscal year 2014 Michigan Lighthouse Assistance Program (MLAP) grant applications. Funds are available for both planning and rehabilitation activities. **The grant application deadline is Monday, December 16, 2013. Applications must be postmarked no later than Monday, December 16, 2013.** Copies of the grant manual and application materials can be found on our web page at <http://www.michigan.gov/shpo>, under the *SHPO Programs* heading, click on *Michigan Lighthouse Assistance Program*.

If you are no longer active with lighthouse preservation and want to be removed from this lighthouse mailing list, or if your lighthouse affiliation has changed and you would like to update us with your new affiliation, please email Denise Sachau at [sachaud1@michigan.gov](mailto:sachaud1@michigan.gov).

Questions about the grant application or the grant process can be directed to Denise J. Sachau, Grants Manager/Budget Analyst at [sachaud1@michigan.gov](mailto:sachaud1@michigan.gov) or (517) 373-1904.

New this Year:

- For your convenience, we moved the MLAP Application Checklist from the Appendix to the end of Chapter 2 and Chapter 3. Please be sure to complete the application checklist and submit it with your grant application.
- To encourage the timely completion of MLAP grant projects so that new projects can be funded, awarded grants will have a two-year grant period in which to execute the project work. ***Project extensions beyond the two-year grant period will only be considered if the proposed end date is within three years of the date of execution of the grant agreement.*** Requests for extension will be evaluated and may be granted at the discretion of the SHPO if the recipient can demonstrate reasonable progress in accomplishing the grant work. Requests for extensions beyond three years of the execution date of the grant agreement will not be considered. Requests for project extensions must be submitted in writing prior to the end date of the grant agreement and must state the reason an extension is necessary.
- There has been some confusion regarding the amount of funds the grantee must have and when those funds must be available if your project is selected for funding. ***The MLAP grant program is an EXPENSE REIMBURSEMENT program. The grantee must have funds available for expenditure to cover 100% of the costs of the entire project at the time the grant application is submitted. The grantee is then reimbursed for the expenses incurred up to the grant amount at the end of the grant project after the work has been approved by SHPO. All project work must be complete and all invoices paid, and all financial documentation is audited and approved by SHPO before the grantee receives any reimbursement. If a historic preservation easement is required, reimbursement will only occur after the easement is executed and recorded at the Register of Deeds and the original easement submitted to SHPO.***

State Historic Preservation Office

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[michigan.gov/shpo](http://michigan.gov/shpo) • 517.373.1630 • FAX 517.335.0348 • TTY 800.382.4568



- We updated the sample resolutions provided in Chapter 2 and Chapter 3 of the grant manual. The intent is to clarify that MLAP is an **EXPENSE REIMBURSEMENT** program and to clearly document who is the applicant versus who is the owner of the light station and to describe the relationship between the applicant and the owner relative to the grant administration duties of the MLAP project.
- For those who would like to see the language and the requirements of a SHPO historic preservation easement, there is a sample draft historic preservation easement included in Appendix I of the MLAP Grant Manual.

Reminders:

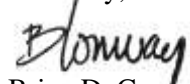
- *Grantees are limited to having two MLAP grants open at one time. One grant must be for planning and one grant must be for rehabilitation. A grantee may not have two grants of the same type open at the same time. A grant must be closed before the grantee can submit a new application for a grant of the same type.*
- *To allow for larger projects, we raised the cap on the maximum award amount from \$40,000 to \$60,000. The match requirement remains at 50% of the grant amount.*
- *We are placing more emphasis on 1) receiving complete grant application materials at time of application; and 2) projects that are ready to begin work at application time, and not dependent on future actions, approval or cooperation from other organizations before the project can begin. Please refer to Page 6, Lighthouse Assistance Program Scoring Criteria, to see how your grant application will be evaluated.*
- *Note that MLAP rehabilitation grants require a historic preservation easement in perpetuity.*
- *Please submit an aerial photograph of your light station site to assist us in preparing your historic preservation easement.*

Updates on MLAP grant projects and additional resources can be found on our blog at <http://michigan-lighthouses.org/>

As a reminder, you can contribute to the future of Michigan's historic lighthouses by purchasing a Michigan lighthouse license plate. You can find more information on the lighthouse license plate at the Secretary of State web page at <http://www.michigan.gov/sos>, then click on *Owning A Vehicle*, then *License Plate Store*, and then on *Fundraising License Plates*. The proceeds from the sale of lighthouse license plates are used to assist in the rehabilitation of Michigan's lighthouses.

We look forward to receiving a Michigan Lighthouse Assistance Program grant application from your organization.

Sincerely,



Brian D. Conway, State Historic Preservation Officer